

## Daily Patrol Logs

### **348.1 POLICY**

It is the policy of the Hudson Police Department to maintain all daily patrol logs of patrol officers and patrol supervisors. Officers and supervisors will have access to these logs for their review and for review of officers/supervisors job performance.

### **348.2 PROCEDURE**

Patrol Officers and Patrol Sergeants will be required to fill out a daily patrol log for each shift they work. This daily patrol log will accurately depicted the officers activities during their work shift and will be turned in daily with all other required reports. These daily patrol logs will be maintained by the Lieutenant and will be available for officers and supervisors to review and for job performance and evaluations. These daily patrol logs will be retained in accordance with the department's record retention policy.